

Working with the Community

Become a partner with a local program

Local domestic violence and sexual assault programs have materials and trained staff to help educate employees.

Hold a donation drive

Office supplies, used computers, children's items, and other general items, as well as financial contributions, are always needed. Check with your local program to get a "wish list" before holding a donation drive.

Encourage employees to volunteer

Employees can help with kids, serve on the board of directors, or provide office skills at a shelter. Offer incentives and awards to volunteers. Provide information on volunteer opportunities in break rooms.

Provide services for a reduced fee or for free

A little goes a long way. You may be surprised at the impact your generosity will have on the operation of the shelter. Your company may be able to help by providing transportation, repair, printing, legal, or other services.

*Information adapted from materials produced by the
Family Violence Prevention Fund.
www.endabuse.org*

Resource List

Virginia Family Violence & Sexual Assault Hotline
(800) 838-8238

Family Violence Prevention Fund
Washington, DC Office
1522 K Street, NW #550
Washington DC 20005
Web site: www.endabuse.org

U.S. Department of Labor, Occupational Safety &
Health Administration
Web site: www.osha.gov/SLTC/workplaceviolence

Federal Bureau of Investigation's Workplace
Violence: Issues in Response
Publication available online at: [www.fbi.gov/
publications/violence.pdf](http://www.fbi.gov/publications/violence.pdf)

Virginia Sexual and Domestic Violence
Action Alliance
Phone: (804) 377-0335
Fax: (804) 377-0339
TTY: (804) 377-7330
E-Mail: Info@vsdvalliance.org
Web site: www.vsdvalliance.org

Office of the Attorney General
900 East Main Street
Richmond, Virginia 23219
Phone: 804-786-2071
Fax: 804-786-1991
Web site: www.vaag.com
Email: domesticviolence@oag.state.va.us



Working Against Violence



**OFFICE OF THE
ATTORNEY GENERAL**

Domestic Violence & the Workplace

Domestic violence often follows a victim to work. The U.S. Department of Justice once reported that 13,000 acts of domestic violence occurred at the workplace in a year. Both victims and abusers may experience decreased productivity as a result of problems associated with domestic violence, such as legal and medical problems.

A survey of Fortune 1000 executives by Liz Claiborne, Inc. in 2002 indicates that employers are aware of the problem. The survey found that:

- 56% of corporate leaders are aware of employees within their organization affected by domestic violence;
- 42% consider it as harming attendance;
- 48% said it harmed the employee's productivity;
- 50% said it cost them extra money in insurance and medical expenses;
- 60% say that it is detrimental to their employees' psychological well-being

Tips for Managers & Supervisors

Creating a Good Environment

- Adopt workplace policies on domestic violence.
- Display information about domestic violence in bathrooms, cafeterias, and other appropriate places.
- Include an article about domestic violence in your company newsletter.
- Offer brown bag lunches or other seminars on domestic violence and/or workplace violence.

Be Aware of Signs of Possible Abuse

- Excessive absences, tardiness, and sick days
- Decreased productivity or lower work quality
- Isolation from co-workers
- Mentioning of "family problems"
- Unexplained injuries
- Receipt of harassing phone calls or disruptive visits
- Presence of legal or financial problems
- Changes in personality or demeanor

Working with Employees

Ask. Refer. Support.

Ask the employee if he or she is okay. Let the employee know that you've noticed physical injuries, or changes in his or her work or personality.

Let the employee know that any information that is discussed will be kept confidential.

Refer the employee to the Employee Assistance Program or to local domestic violence resources. A list of domestic violence programs is available at www.vaag.com.

Support the employee. Offer temporary changes in schedule or location if possible.

Maintain communication with employee. Encourage him or her to let you know if there may be difficulties in meeting assignments or other responsibilities.

If the employee is a perpetrator of violence, inform the employee of the company policy against violence and refer to the Employee Assistance Program or a certified batterer intervention program. A list of certified batterer intervention programs is available at www.vaag.com.

Consult with the Human Resources Department to ensure compliance with all appropriate laws and regulations and to ensure consideration of all available options.